



Career Development Board (CDB)



PURPOSE

- Provide enlisted personnel the opportunity for optimal development
- Ultimate results - Increase retention, advancement and job satisfaction



MEMBERSHIP

- Commanding Officer
 - Establish a CDB program
 - Ensures operations of an effective CDB.



MEMBERSHIP

- Command Master Chief (CMC) / Senior Enlisted Advisor (SEA)
- Chairperson
 - Forward written report to the CO



MEMBERSHIP

- Command Career Counselor
 - Educate personnel on the purpose and requirements of the CDB
 - Advise the CDB of career information program qualifications and individual credentials of members appearing before the board
 - Assist the CMC in the administration of the board
 - Develop a CDB information / profile sheet based on the specific needs of the command and individual



MEMBERSHIP

- PERSONNEL / ESO

Furnishes advancement scores as necessary.



MEMBERSHIP

- Division Officers/Chief Petty Officers/Supervisors
 - Serve as members on the CDB when assigned by the Command Master Chief
 - Ensures Divisional members are present, prepared, professional appearance



RESPONSIBILITIES OF THE CDB

- Ensure E1-E9 personnel scheduled to be interviewed as follows:
 - Active - Within 2 weeks of reporting aboard
 - Drilling Reserve - Within 2 drill weekends
- Annually thereafter



RESPONSIBILITIES OF THE CDB

- At a minimum, review the following areas:
 - Professional growth and goal setting
 - Advancement
 - Commissioning Programs
 - Striking for a rating
 - “A” school assignments / Formal schools
 - Physical Fitness



RESPONSIBILITIES OF THE CDB

- The CDB will also meet following every advancement cycle to review records of personnel:
 - Who fail to make professional progress
 - Who are time in rate eligible but who twice did not participate in an advancement exam
 - Who twice failed the rating examination



RESPONSIBILITIES OF THE CDB

- Provide the Commanding Officer via the Executive Officer a summary of each CDB
- Establish follow-up program



Review and Summary

Any questions?